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Date:	11-30-78

MEMORANDUM FOR: Inspector General

SUBJECT: Furnishing of Agency Transportation to Perform Details at Outlying Installations

1. Your memorandum on the above matter has been reviewed and coordinated with other interested components of the Agency.

2. The review brought out that RI/FI/DDP had a one time project involving the photographing of 400,000 items but no darkroom facilities for such an operation. The Printing and Reproduction Division has darkroom facilities at the [redacted] but insufficient personnel to take on a job of this magnitude in addition to its regular functions. RI/FI/DDP and Printing and Reproduction discussed ways and means to accomplish this job, including the Printing and Reproduction Division hiring temporary personnel with funds to be provided by RI/FI/DDP. It was mutually agreed to get the job underway while other methods of getting it done were being considered. RI/FI/DDP would provide the personnel and Printing and Reproduction would provide the darkroom facilities at the [redacted]. Experience during the initial stage of the project indicates it will require three photographers full time for 18 to 24 months. On 3 May 1954, RI/FI/DDP placed a requirement on Printing and Reproduction for this job. At present, Printing and Reproduction and RI/FI/DDP are working on the details (slots, funds, recruitment, etc.) in connection with the requirements. In the meantime, in order to keep the project moving, the present set up is being continued.

3. To determine the administrative flexibility of this Office to meet matters of this type, it was first necessary to know our legal position. The opinion of the General Counsel on this matter, Tab A, indicates additional travel cost is reimbursable if an employee is detailed to a place of duty other than his official duty station and such duty results in increased travel costs. As this means future temporary assignments will not result in monetary loss to the employees, other personnel problems resulting from such assignments merely become a matter of good administration, such as selection of employees who reside in the vicinity of, or could easily reach, the temporary location, or when this is not feasible, selection of employees who, for the good of the Agency, are willing to accept some slight personal inconvenience. It appears, therefore, that the administrative setup of the Agency is sufficiently flexible to meet and cope with matters of this type.

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1. As the RI/PI/HP employees presently working at the [redacted] [redacted] are being reimbursed for additional travel costs on the basis of transporting documents and as this assignment will last only until Printing and Reproduction takes over the project, I suggest nothing further be done on this matter.

/s/

L. K. WHITE
Acting Deputy Director
(Administration)

SA/DDA:WHM:hh (12 May 54)

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26 April 1954

5-5008

MEMORANDUM FOR: Acting Deputy Director (Administration)

SUBJECT: Furnishing of Agency Transportation to Perform
Details at Outlying Installations

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1. You have requested our opinion regarding the legality of the proposal set forth in the Inspector General's memorandum of 5 April 1954 to the effect that the Agency either furnish transportation for employees temporarily detailed from "L" Building to the [redacted] or else reimburse them for any increased transportation costs involved. The memorandum indicates that the nature of the assignment is such that the employees concerned will spend one month out of three at the [redacted] location. In addition we have been advised by RI/FI/DDP that the assignment will permit them to proceed directly to the temporary duty location without first reporting to "L" Building.

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2. While it is well settled that an employee must bear the cost of transportation from his residence to his place of duty (11 Comp. Gen. 417; 19 id 342; and 23 id 836), this rule is not for application to a situation where an employee is detailed to a place of duty other than his official duty station with the result that increased costs on account of travel are incurred. In such a circumstance, not only may the employee be reimbursed for the excess, but, in addition, when authorized to proceed directly to the temporary duty location from his residence, reimbursement in full may be made, without deduction for the cost normally incurred in reporting to the official duty station (32 Comp. Gen. 235). Conversely, when the temporary duty location vis a vis the permanent duty location is such that the travel involves no additional expense, reimbursement in any amount is not proper.

3. To the extent that it is considered permissible to use Government funds to reimburse employees as indicated above, we perceive no legal objection to using Government vehicles for that purpose. However, because of the disproportionate expense that such a use would entail, we believe that the determination could be challenged as an abuse of administrative discretion. Further, we note that the use of Government vehicles for special assignments and out-of-town trips is restricted to instances where the use of public transportation is not feasible

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4. The papers are returned.

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[redacted]
Office of General Counsel

Attachment

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